Swenson College of Science and Engineering
Appendix 1.7: Annual Workload Summary

1 January – 31 December 2017

TO BE COMPLETED BY DEPARTMENT SECRETARY ONLY

Name:
Rank:
Department:

a. For each time period, list the following information for day classes only (follow guidelines).

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Course Number</th>
<th>Contact Hours</th>
<th>Course Credits</th>
<th>Enrollment</th>
<th>Course Credit Hours (SCH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Semester ’17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall Semester ’17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

b. Single Semester Leave, Sabbatical, other leaves:


c. Number of undergraduate advisees, by semester:

   Spring Semester ’17:
   Fall Semester ’17:

(Please Note: You may modify this layout to fit your needs, provided the data is presented roughly in the same format)